

**EMERGENCY PREPAREDNESS COMMITTEE**  
**MEETING MINUTES**  
**November 7, 2013**  
**Connecticut Hospital Association**

Members Present: Judi Reynolds – DPH/OEMS, Michele Connelly – DPH/OEMS,  
Bill Schietinger – AMR - Committee Chair, Mark Franzese – Campion,  
Jeff Merwin – SW CMED, Christopher Stone – CSEMS-I,  
Bill Ackley - SWEMSC

1.0 Call to Order

Meeting called to order at 9:05AM at CHA.

2.0 Minutes

Minutes of the previous meeting have been distributed to the group.

3.0 Initiatives for Discussion

The following topics were discussed. A summary of each discussion follows:

- **Emergency Vehicle Response in Hazardous Conditions**

There was discussion on conditions as they relate to responders and review of Mark's suggested changes. Chris suggested having two categories, 1.) EMS personnel at Medical Emergencies and, 2.) Non-line personnel operating, discussion followed. There was discussion on mitigating factors changing operational realities.

Mark reviewed his resource material and how he developed his suggested changes. He commented on there being numerous hazards that need to be considered. There was discussion on adding other agencies to the template focusing on scene operations. Mark reviewed how he developed the document table, discussion followed on breaking the table out into the two categories' previously discussed, with a possible third column to take into consideration personnel rotation and response into work. A third column could be added labeled "Non active duty personnel considerations. The consensus of the group was to break the table out to three categories, 1.) Public Safety Personnel, 2.) Non-line Personnel, 3.) Off Duty Non-line Personnel.

Chris commented the need to define weather conditions and hazards, followed by discussion on hazard assessment and reassessment. Chris commented there should be a cover letter prefacing the guide on use of the document as a template/guide.

Consideration of the lack of continuity of resources and system resource disparities were discussed. Non-response difficulties during hazardous conditions and dispatch center concerns were discussed. It was noted differing protocols can be an issue for centers handling multiple towns and/or agencies.

Task – Mark, Gary and Chris will rework the document and bring it back to the next meeting, adding cold weather hazards. A disclaimer that the document does not supersede community planning and an emphasis on all agencies planning together will be added.

- **MCI Plan Guidance**

Due to the lack of time there was minimal discussion on this topic.

4.0 Other Business

Bill Schietinger informed the group that Bill Ackley will be assuming the Chair position for the sub-committee. Bill will be resigning from the group because of other commitments.

Bill Ackley invited members of the committee to a meeting with members of the NJ EMS Task Force on December 17<sup>th</sup> in New Brunswick, NJ. The meeting is to gather information on their experience in developing, implementing, deploying and sustaining a statewide EMS Task Force. Members of the committee interested in attending should contact Ackley directly.

5.0 Adjourn

Meeting was adjourned at 11:00AM.

Meeting adjourned at 10:30AM.

Respectfully Submitted:

Judi Reynolds  
SCCEMS Regional Coordinator

DRAFT